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31 MAY 1974

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[Redacted]
Psychiatric Staff
Office of Medical Services

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Dear Miss [Redacted]

I am sure you are familiar with the existence and purpose of the Agency Management Advisory Group. Each Directorate posts representatives to this Group and there is a formula both for the rotational schedule for membership as well as the age and grade of the representatives. DD/M&S will be appointing a representative to commence serving on 1 July of this year whose background is such that, based on a combination of your age and grade, qualifies you for consideration.

This Directorate, fortunately, has some excellent potential representatives qualified for appointment and you represent one of them. It is our opinion that appointment to the Agency MAG is a significant matter because it both allows the appointee to make a unique contribution to the Agency through the MAG mechanism and, simultaneously, represents a unique developmental experience for the individual involved.

I should like to ask you to consider accepting such appointment. If you view it favorably I would further ask that in the next week or so you send to me a brief paper which states both your reasons for favorably entertaining membership and what contributions you believe you can make. It is obvious from this letter that there are several other potential candidates and it is our belief, with which we trust you will agree, that it will be of assistance to us in making our selection by soliciting your thoughts and ideas on the matter. I would appreciate it if you would forward your replies to me in an "Eyes Only" envelope at your convenience.

/s/ John F. Blake

John F. Blake
Associate Deputy Director
for
Management and Services

ADD/M&S:JFB/ms (31 May 74)

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[Redacted]

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